

BROOKINGS COUNTY STRATEGIC PLAN

VISION STATEMENT:

Meeting today's needs and preparing for tomorrow's challenges in Brookings County.

MISSION STATEMENT:

To provide efficient, quality customer service, fiscally responsible public policies, and strategic future planning to enhance the quality of life of all Brookings County citizens.

PRINCIPLES & VALUES WE WILL FOLLOW IN ACHIEVING OUR MISSION:

Integrity – be honest and have strong moral and ethical standards

Respect – hold one another in high regard

Empowerment – give others the necessary authority and responsibility, be accountable

Excellence – carry out the work of the county with professionalism and high standards

Teamwork – work together to build strong communities and maximize resources

Service – commitment to family, community, state and nation

GOALS & OBJECTIVES:

GOAL 1: To provide quality county infrastructure, equipment and technology.

Objective 1: Develop and implement a short-range (1-5 year) capital improvement/purchase plan for each department by April 30th of each year using a priority list based on current conditions. This will include:

- i. Facilities
- ii. Equipment
- iii. Technology
- iv. Vehicles
- v. Roads
- vi. Bridges
- vii. Other

Objective 2: Develop and implement a long-range (5-10 year) capital improvement/purchase plan for each department by April 30th of each year using a priority list based on current conditions. This will include:

- i. Facilities
- ii. Equipment
- iii. Technology
- iv. Vehicles
- v. Roads
- vi. Bridges
- vii. Other

Objective 3: Review Master Transportation Plan on an annual basis and implement any recommended changes.

GOAL 2: Staff county government with a competent, well-trained, efficient work force.

Objective 1: Provide training opportunities for all county employees.

- i. Job Training
 - a. Mandatory
 - b. Non-Mandatory
- ii. Safety Training
 - a. Mandatory
 - b. Non-Mandatory

Objective 2: Research current and future staffing patterns and conduct a yearly market wage analysis for all county departments and make any recommended changes by April 30th of each year.

Objective 3: Review the employee handbook on an annual basis, implement recommended changes, and follow the procedures set forth.

Objective 4: Evaluate employees on an annual basis and implement work-improvement plans where necessary.

- i. Appointed Department Heads will have annual reviews by October 31st of each year.
- ii. Department Heads will provide annual **performance** reviews for their employees on their anniversary dates.

GOAL 3: Provide quality public safety for all Brookings County citizens.

Objective 1: Develop and update a responsive, countywide Emergency Management/Disaster Plan by March 31st of each year.

- i. Local Emergency Operations Plan (LEOP)
- ii. Hazardous Materials (HAZMAT) Plan

- iii. Emergency Management State and Local Agreement between the State of South Dakota and Brookings County (SLA)
- iv. Pre-Disaster Mitigation Plan (PDM), reviewed every 5 years

Objective 2: Provide adequate funding and resources for law enforcement and the State's Attorney.

- i. By April 30th, the State's Attorney will provide an annual report for the previous years' activities.
- ii. By April 30th, the Sheriff will provide an annual report for the previous years' activities.
- iii. By April 30th, the Detention Center will provide an annual report for the previous years' activities.

GOAL 4: Create a visionary, long-term plan for county growth.

Objective 1: Implement the 2016 Brookings County Comprehensive Land Use Plan.

Objective 2: Develop and implement ordinances that reflect the 2016 Comprehensive Plan.

Objective 3: Discuss a water/drainage master plan for Brookings County.

Objective 4: Schedule a minimum of one annual meeting between county agencies and resources, to include municipalities, townships, schools, universities, and other organizations as needed within the county.

Objective 5: Provide a long-term plan and funding for a vibrant 4-H program.

GOAL 5: Provide exceptional customer service for Brookings County citizens.

Objective 1: Seek and encourage citizen input and feedback while informing and educating citizens about the county's obligations and services.

Objective 2: Respond to citizens' requests in a respectful, timely manner.

Objective 3: Continue to enhance and expand the county's website, the use of e-alerts, text alerts and other interactive communication tools with Brookings County citizens.

GOAL 6: To continue to be good stewards of Brookings County taxpayer resources.

Objective 1: Conduct an annual review of the County's Strategic Plan in February of each year and review the plan for progress in August of each year.

Objective 2: Provide a balanced budget in accordance with state statutes each year.

Objective 3: Review the process on collecting county liens.

Objective 4: Department Heads will research and identify federal and state grants to meet needs within their departments.

GOAL 7: Department Heads will create a work plan to carry out the goals and objectives of the Strategic Plan each year.